## Strategies for Peak Productivity: The Synchronicity of Time Management / \$195

August 23, 2022 10AM-130PM (CST) (Includes breaks) Call or email to register ken@kenlodi.com / 323. 833. 9933

Strategies for Peak Productivity introduces a holistic approach to boosting productivity and gaining control over your daily activities—both personally and professionally. It's considered holistic because there isn't a single solution that enables exceptional productivity, it's the product of many moving parts. There's not only a psychology to peak productivity, but there's also a science that enables improved performance, helping individuals manage tasks and follow-through. With better performance comes the agility and resiliency to adapt to changing priorities and manage multiple priorities.

Learn more: Strategies for Peak Productivity Overview 2-minutes

This program shares a series of strategies participants can apply each day that place them in a better position to accomplish more. Through this learning, participants are made aware of strategies that contribute to motivation, cognitive ability, and decreased stress. This advantage prevents miscommunications that lead to conflict in the workplace when priorities are overlooked and under-delivered.

**Duration**: (3.5 hrs.)

## The Experience

- Instruction
- Live interactions
- Team exercises

## **Topics**

Handling routine and high priority tasks
How to recognize and leverage pockets of time
The magic three hours
Your chronotype: when do you do your best work?
The benefits of micro- and macro-planning
Overcoming procrastination
How your beliefs influence your productivity
The realities behind activity "sprints and marathons"
Achieving balance when working from home

## Instructor

Ken Lodi is an accomplished author, coach and facilitator with over 25 years of experience in the leadership, training and professional development field. He has facilitated over 3,000 programs, encompassing workshops, interactive learning experiences and keynotes at organizations large and small, including the Federal Executive Board, LAPD, Disney, Northrup Grumman, Fidelity Investments, US Army Corps of Engineers. Ken has also worked as a behind the scenes coach to leaders in business, sports and entertainment. The author of *Tapping Potential, Front & Center and The Bamboo Principle*, Ken is passionate about discovering and teaching new ways for people to harness their innate talents and take them to the next level.

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